

MICHIGAN WORKS! WEST CENTRAL
WDB/LEO JOINT MEETING
HART COMMUNITY CENTER, HART CITY HALL
WEDNESDAY, DECEMBER 5, 2018

MINUTES

LEO Members Present

Andersen, Janet
Byl, Larry
Emig, Larry
Hogenson, Tom
Howard, Linda
Johnson, Les
Ortwein, Chris
Walls, Karl

LEO Members Absent

Willett, Vern

WDB Members Present

Bell, Tamara
Eisler, David
Frey, Amy
Griffin, Nancy
Gustad, Eric
Johnson, Peter
Marek, Ron
Massy, Dan
Roberts, Carla
Romanowski, Cynthia
Smith-Olson, Debbie
Thompson, Sheri
Timmers, Jon
Vasquez, Jill
Visser, William
Vyse-Staszak, Janet
Whitney, Tina

WDB Members Absent

Cooper, David
Fisk, Dena
Kosheba, Dan
Morningstar, David
Splane, Rob
Stark, Liz
Trucks, Mary

Michigan Works! West Central Staff

Bennett, Merri	Keene, Shelly
Campbell, Rebecca	Reed, Brigitte
Eppley, Jon	Ridenour, Beth
Griffith, Paul	Shoemaker, Connie

Others Present

Albanesi, Angie – Hope Network
Dunsford, Luann – Michigan Works! Association
Griffith, Sue – Paul's Guest

Kuchnicki, Donald – Telamon Corporation
Pichla, Marv – Inspiring Innovations, LLC
Steiner, Ron – Starting Block
Sweighart, Lynda – Hope Network

Call to Order

LEO Chairperson, Larry Emig brought the joint meeting of the Workforce Development Board/Local Elected Officials to order at 12:46 p.m. at the Hart Community Center – Hart City Hall.

Welcome New Board Members

- ◇ Peter Johnson, Plant Manager, Bucher Hydraulics, Newaygo

Bucher Hydraulics has expanded and annual growth has been about 13%. Glad to be on the Board.

- ◇ Jill Vasquez, HR Business Partner, Gerber Memorial & Ludington Spectrum Health Hospitals

Jill was an IT recruiter for two years, was with the Memorial Medical Center and has been with Spectrum Health since 2013.

- ◇ Tina Whitney, HR Director, Nestle Nutrition/Gerber, Fremont

Tina started with Nestle in the food industry, then transferred to HR with focus on research and development. Glad to be on the Board.

Introduction of Guests

Guests were introduced and welcomed.

Consent Agenda (*Action Item*)

- ◇ Minutes of October 3, 2018 WDB/LEO Joint Meeting – Emailed Prior
- ◇ October Financial Report – Emailed Prior/Handout (Goldenrod)

Sheri Thompson moved to accept the Consent Agenda as presented; supported by Amy Frey; motion accepted unanimously by both the WDB and the LEO. 12:53 p.m.

Plans/Modifications Summary – Handout *Blue* (*Action Item*)

1. WIOA Activities Allocation for Support Integrated Education and Training (IET) Programs – (Draft PI 18-XX) – ***Action – Signatures Required***

Integrated Education and Training (IET) is defined as a service approach that provides adult education and literacy activities concurrently and contextually with workforce preparation activities and workforce training for a specific occupation or occupational cluster for the purpose of educational and career advancement. The IET program must include the three required components:

- a. adult education and literacy activities
- b. workforce preparation activities
- c. occupational training

The three required components must occur simultaneously within the overall scope of the IET program and must each be of sufficient intensity and quality.

The funds allocated by the policy will support current IET programs that have been developed by adult education providers and/or that will be jointly developed by the MWAs and adult education providers. Michigan Works! West Central has received an allocation for \$25,000.

2. Employment Service Allocation for Allocation Year 2018 (*Draft PI 18-19 c. 1*) – **Action – Signatures Required**

Talent Investment Agency (TIA) will be releasing an additional \$2.75 million funds for Wagner Peyser, with West Central's allocation being approximately \$52,758. Employment Services are provided to job seekers and employers from each of the six Workforce Service Centers. Employment Services must be provided by merit based employees.

3. Trade Act Plan 19-00 (*Draft PI 18-XX*) – **Action – Signatures Required**

This Plan is Trade Adjustment Act funding for training, case management and services for workers of companies with certified dislocations due to imports. Trade Act funding has been allocated on an individual customer basis, with case management funding being in addition to.

This plan is for Fiscal Year 2019, allocations for expenditure October 1, 2018 through September 30, 2019. The West Central allocation for program costs is \$35,350, for Administrative funds is \$1,767 and \$19,986 for case management for a total funding amount of \$57,103.

David Eisler moved to accept the WIOA Activities Allocation for Support of Integrated Education and Training (IET) Programs; the Employment Service Allocation for Allocation Year 2018; and the Trade Act Plan 19-00 as presented by Shelly Keene; supported by Tom Hogenson; motion accepted unanimously by both the WDB and the LEO. 12:57 p.m.

PY 2017 Annual Audit – Emailed Prior – Handout (*Action Item*)

◇ John Hemming, Partner WIPFLi via Conference Call – 1:00 p.m.

John went through the handout he had prepared for the Board members, which highlighted the significant aspects of the annual audit which was conducted in October.

Disclosures were neutral, consistent and clear and there were no difficulties with the audit. No findings. Kudos to the staff of Michigan Works! and Hope Network for making Michigan Works! West Central “look good.”

Ron Marek moved to accept the PY 2017 Annual Audit as presented; supported by Dan Massy; motion accepted unanimously by both the WDB and the LEO. 1:30 p.m.

Recognition of Paul Griffith for 42 Years of Service

Larry Emig, Debbie Smith-Olson, Sue Griffith (Paul’s wife) and Luann Dunsford, Michigan Works! Association presented Paul with an engraved clock and a Special Tribute signed by members of the State Legislature of the six counties served by Michigan Works! West Central and Governor Rick Snyder. Larry Emig stated, “On behalf of all six counties, the state, the Michigan Works!

Association, the WDB and LEO we congratulate you and appreciate all you have done in your 42 years of service.”

Luann thanked Paul for his service of 42 years – she wished Marv the best in trying to find someone to fill Paul's position. Paul has, during his service, shown integrity in leading this Agency. She has found that Paul is “rock solid” and his word matters and can count on Paul to keep her informed of things going on. Luann has worked with Sheri Thompson, Bill Stanek, of course Larry and Debbie, these people are amazing and Paul leads the way.

Luann explained that this will be a “long good-bye,” because at the Michigan Works! Conference in September 2019 Paul will be honored as one of the Champions of Workforce Development.

Personnel Committee Report (Action Item – Emailed Prior)

Janet Andersen moved to accept the recommendation of the Personnel Committee; supported by Nancy Griffin; motion accepted unanimously by both the WDB and the LEO. 1:43 p.m.

Election of WDB Chair and Vice Chair (WDB Only – Action Item)

Sheri Thompson nominated Deborah Smith-Olson for Chair; supported by David Eisler.

Sheri Thompson moved that the nominations be closed and a unanimous ballot be cast; supported by David Eisler. Motion accepted unanimously by the WDB. 1:44 p.m.

Deborah Smith-Olson, Chair

Deborah Smith-Olson nominated Ron Marek for Vice Chair; supported by Sheri Thompson.

Deborah Smith-Olson moved that the nominations be closed and a unanimous ballot be cast; supported by Sheri Thompson. Motion accepted unanimously by the WDB. 1:45 p.m.

Ron Marek, Vice Chair

Appointment of Career Education Advisory Council (CEAC) New Member – Action Item

Shelly explained that Ron McKean, representative from Ferris for the CEAC has retired and Deedee Stakley has agreed to take his place.

David Eisler moved to appoint Deedee Stakley to replace Ron McKean on the Career Education Advisory Council (CEAC); supported by Ron Marek; motion accepted unanimously by both the WDB and the LEO. 1:47 p.m.

Update on Executive Director Search

◇ Marv Pichla, Inspiring Innovations, LLC

Marv explained that they have received around 50 applications, this will be narrowed down to four. Then on January 14, 2019 interviews will be conducted at Ferris State University. Each candidate will go through four consecutive interviews. Score sheets will be used for each candidate in each skill set area. Once the interviewing process is completed, committee members will come together and make a recommendation. This recommendation would then be brought to the full Boards at the February meeting for final action.

October Program Reports – Handout

◇ Enrollment/Expenditures Reports

Paul explained that with two Fiscal Years to work with, WIOA has a start date of July 1 and the PATH program begins October 1.

Update on Newaygo & Osceola County Business Resource Networks (BRN)

Shelly explained that a Success Coach has been hired for Newaygo County. She will start December 10. On Tuesday November 20th a team, including Tina Whitney and Julie Burell from the

Right Place, completed interviews and was able to offer the position to Kim Gager. Kim did an excellent job in her interview and it was evident that she was the perfect fit for the position. She has over 20 years' experience in public service, case management, workforce development, contract administration as well as DHHS foster care and children's protective services investigation. Kim appears to have a passion for helping individuals and has a dynamic personality that we believe will be a perfect fit for making the first BRN a great success.

During the week of December 10th Kim will be going out and meeting with the 11 different employers in Newaygo County and begin to establish her normal weekly routine. The first Newaygo County BRN employer meeting will be after the first of the year.

In Osceola County there has been a commitment from Spectrum Health which now brings the total number of employers to six with 1,070 employees. Recruiting employers from Lake County will begin in the next couple weeks. We are hoping to get the Success Coach interviews completed by the end of January with a goal of getting the Osceola BRN officially started in February.

With regard to Oceana County, Paul has been communicating with Tammy Carey, Executive Director of the Community Foundation for Oceana County. A process has been developed to assist with some unique, one of a kind, Supportive Services for employees connected to their ERN employers, when there are no other funds available. Consideration has also been given to pay for a Ruby Payne type of training for Oceana County ERN employers.

For Mason County, the same type of arrangement will be used for Support Services if there are no other funds available. Lynn Russell, from United Way, has also been contacted to see if they would be willing to provide some initial technical support to the Success Coach and Shelly and be available to answer sporadic questions via email or phone. The Mason County ERN has been up and running for several years and have a very successful model which would be beneficial for the development of West Central's BRNs.

NOTE: Luann Dunsford and Marv Pichla left at 2:01 p.m.

Revised Listing of Programs & Recent Annual Allocations

Paul explained that this is a brief listing of services available from Michigan Works! West Central Workforce Service Centers located in Lake, Mason, Mecosta, Newaygo, Oceana and Osceola. The listing of programs included the eligible audiences, noting many programs do not have income requirements and the allocation amounts at this time. The handout included three years of allocations of the many funding sources, noting that each of these years realized a significant increase.

Outreach Activities

◇ USDOL Apprenticeships

Jonathan explained that he worked with the Mecosta-Osceola Career Center to host morning and afternoon apprenticeship panel discussions for students. They had four current/former apprentices from local employers share their apprenticeship success story with the students. About 250 students attended the two events.

In between the two sessions the Mecosta-Osceola Career Center held a roundtable discussion for area employers to talk about apprenticeships. Representatives from seven different employers attended the luncheon, including those with apprenticeships and those considering starting programs.

Jonathan also worked with the Newaygo County Career-Tech Center to host morning and afternoon apprenticeship panel discussions for students. They had four current/former apprentices share their apprenticeship success story with the students. About 55 students attended the two events.

NOTE: Brigitte Reed, Beth Ridenour & Rebecca Campbell left at 2:13 p.m.

◇ Marshall Plan Applications Update

Merri explained that the first round of the application process for the Marshall Plan for Talent is almost complete. The only application from the West Central area that made it to the third step was submitted by West Shore ESD. Paul and Merri both attended a meeting at West Shore ESD on November 20. The application successfully made it through round two and is at the third and final stage of the process, with the final paperwork submitted to the state November 26th. West Shore ESD expects to know by Christmas whether or not they were approved. The Talent Consortium is made up of businesses, community foundations and educators from Lake, Mason and Oceana counties, as well as, one school from Manistee. The second application round is scheduled to open January 9, 2019 with grants awarded in March. There is more about the Marshall Plan highlighted on the Michigan Works! home page.

◇ New Business Development Coordinator/The Right Place – Lake & Oceana Counties

In November Merri met with Therese Thill from the Right Place and their newest employee who is the new Business Development Coordinator for Oceana and Lake Counties. Jodi Nichols was offered and accepted the position. Prior to being hired by The Right Place, Jodi spent 20 years in community development for various non-profits in West Michigan.

Business Activity

◇ Job Fairs

Jonathan reported that there were ten job fairs in October; nine in November and one so far in December.

◇ Going PRO Talent Fund (STTF) Update

Merri stated that a record number of applications were submitted this year, over 1,200. That record number of applications, along with the state processing of a record number of award

closeouts from last year, changed the award announcement time frame. The anticipated time frame was changed from late November to mid-December. Because of this change one company withdrew their application, who said they were not able to wait to start on the training they had applied for. Even though awards have not been announced yet, applications were filed on behalf of 32 West Central companies. In January an Industry Led Collaborative (ILC) application for five food processors in Oceana County is expected to be submitted, which will bring the total to 34 companies.

◇ Rapid Response

Jonathan stated that Rapid Response meetings were held at Nestle Gerber Products in Fremont on October 16 & 17 for about 50 people. A total of eight meetings were held, starting at 5:00 a.m. each day. Employees laid off have two-years for recall rights. Their last official day at Gerber was November 18, 2018. A total of 80 positions were eliminated, but only 50 people were scheduled to be laid off – 30 positions were vacant. The actual number of those laid off was reduced to 34.

◇ Michigan Talent Pipeline Management Academy

The Consumers Energy Michigan Talent Pipeline Management (TPM) Academy is the first of its kind in the nation and was formed to help Michigan businesses enhance talent sources and hire better skilled workers to meet critical short and long-term employment needs. It was developed in collaboration with the US Chamber of Commerce Foundation and it consists of 25 leaders and CEOs from Michigan organizations who work with business and industry. The Academy consists of six days of training, homework and webinars taken over six months. Academy graduates then go on to support businesses in their region by applying the TPM principles to address their hardest to fill openings. They also form a network of professionals promoting continuous improvement, sharing effective strategies and improving business talent solutions.

This is the second year the Academy is being held. Representatives from many Michigan Works! Agencies were part of the first cohort which was held last winter and spring. This year Paul nominated Merri to take part and her application was approved. The first class is Monday, December 10, 2018 in Lansing.

Manufacturing Jobs by County Map – Handout

Paul explained that this map indicates that manufacturing (other than Lake County) represents a greater percentage than both the National and State average.

Promise Zone Flyers – Baldwin Community Schools, Mason County & Newaygo County – Handout

Paul stated that there was a Kalamazoo Promise Zone that was financed by an anonymous donor. That was the impetus for the State of Michigan to create Promise Zone legislation. There was initially ten Promise Zones and now there are 15 and of those 15 Promise Zones, three are in the West Central Region, and in Region 4 there are a total of five. Every Promise Zone is different, they have a lot of latitude on what kind of institutions are allowed. In Newaygo County they only can go to a two year institution and it has to be Muskegon Community College. Mason County is only a two year and has to be West Shore Community College. For Baldwin Community Schools (not Lake County) they allow any two year or four year public or private institution in Michigan.

Debbie Smith-Olson is President of the Baldwin Promise Zone, and explained that they have a statewide association that comes together for training of the coordinators on the complicated process of financial aid and how it works. Initially it was stated that they could not have a grade point average as a criteria to grant the scholarships; Baldwin went with that initially because that was in the legislation, since that time this has been amended and they can now have a grade point average – Baldwin has chosen not to do that.

Debbie explained that there may be lots of changes depending on how the new Governor envisions it.

NOTE: Nancy Griffin left at 2:33 p.m.

Vertical Asset Mapping Project – Handout

Paul explained that vertical asset mapping pinpoints high structures in the area. He is on the Regional Prosperity Board and they granted Connect Michigan \$58,000, giving them \$28,000 to initially start doing this vertical asset inventory. These are staff coming in from out of state that will do the inventory of all vertical asset – tall buildings, silos, towers and these will be put on a GIS map so Internet Service Providers can go to those public and private owners and potentially come away with a lease agreement to put their antenna on their high structure. This could reduce the number of additional towers built.

Michigan Works! has submitted an application for \$100,000 to the Michigan Department of Agricultural and Rural Development – the decision should be made in February. Also the US Farm Bill has \$600 million to be dedicated to rural Broadband. West Central would also like to tap in to that as well. Progress is being made.

NOTE: Sheri Thompson left at 2:34 p.m.

2026 Career Outlook – State of Michigan – Handout

Paul stated that this Career Outlook for 2026 is put out by the Labor Market Information Department. They do a great job. This is for the entire state. Next summer they will put out another one for each of the ten Prosperity Regions.

West Central tries to get an ample supply of these to hand out to students for “College Night” and other High School and Middle School activities. This is a great resource for students and parents to start looking at what is the outlook for the occupation(s) the student may be interested in.

What’s in The Truck Event

Paul stated that a couple years ago this event of “What’s in the Truck” was started by Artworks. It is primarily targeted to Mecosta and Osceola county businesses. Artworks in Big Rapids started this with help from Consumers Energy. They bring semis of all the businesses in the area and they also have exhibits inside Artworks. They want to make this bigger and better than last time. This one will occur in April 2019 so the planning process is just starting.

This is another way of getting students and their parents to talk about occupations. Trucks go through every town every day and even with the name of the company on it, yet some would not know what kind of product is in the truck.

Updated WDB Membership List – Handout

A new updated WDB Membership list was distributed.

October Unemployment Rates

The average for the West Central area is 3.7%.

Resignation of LEO Members Chris Ortwein & Vern Willette

Chris Ortwein was presented an engraved clock by LEO Chair Larry Emig and WDB Chair Debbie Smith-Olson for his years of service on the Michigan Works! Local Elected Officials Board.

2019 Meeting Schedule – Handout (Blue)

The schedule for the WDB/LEO Joint meetings for 2019 was distributed.

Next Meeting February 6, 2019 – Michigan Works! Service Center, Big Rapids

The next joint meeting of the WDB/LEO is scheduled for Wednesday, February 6, 2019 at the Michigan Works! Workforce Service Center in Big Rapids.

Round-the-Table

- » Andersen, Janet, Mason County Commissioner – updating the Master Plan and working on Solar Ordinance.
- » Eisler, Dave, Ferris State University – opened a new facility and the Ferris football team has made it to the National Semifinals.
- » Johnson, Les, City of Ludington – in the process of hiring a new City Manager. This is Ludington's 10th Annual New Year's Eve ball drop.
- » Marek, Ron, Reed City Group – about ten students from Ferris came to tour the facility – one woman came who is part of a Michigan Works! program.
- » Hogenson, Tom, City of Big Rapids – the “boil water advisory” is being worked on.
- » Johnson, Peter, Bucher Hydraulics – we are investing and expanding and have 156 employees.
- » Vyse-Staszak, Janet Department of Health and Human Services – the department is going to Universal caseload and individuals would not have “a worker.” Also time limited food assistance has begun and able-bodied people will be required to meet work or volunteer requirements.
- » Byl, Larry, Oceana Commissioner – the Huntington Bank branch in New Era is closing.
- » Visser, William, Plumbers, Fitters & Service Trades #174 – apprenticeship candidates totaled 300 people, with about 117 people passing the testing process for 12 positions.

- » Whitney, Tina, Nestle Nutrition/Gerber – Gerber Life actively working to stay on campus.
- » Ortwein, Chris, Newaygo County Commissioner – in the design phase of the county’s largest residential development with 500 units.
- » Gustad, Eric, Consumers Energy – there's a rash of utility scams, do not pay over the phone.
- » Roberts, Carla, Fremont Area Community Foundation – grants are being awarded.
- » Frey, Amy, Yoplait/General Mills – 53 layoffs posted in June and in October only nine people were laid off; there were no involuntary layoffs.

Other Business

Reserved for the Public

Adjournment

Meeting stands adjourned at 2:56 p.m.